

**Dodge County, State of Wisconsin
Information Technology
Wednesday, October 19, 2016**

Minutes of the October 19, 2016 Information Technology meeting held in the Dodge County Administration Building, in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak Street, Juneau, WI at 6:00 PM.

Members Present: Duchac, J. Bobholz, Bartsch, M. Bobholz

Members Excused: Maly

Also Present: Ruth M. Otto, Director of Information Technology; James Mielke, County Administrator

Meeting called to order at 6:00 PM by Supervisor Duchac.

Supervisor Duchac acknowledges that sufficient members of the Information Technology Committee are present and therefore there is a quorum at start of meeting.

Supervisor Duchac confirms compliance with open meetings law following brief posting report by IT Director.

Motion by M. Bobholz, seconded by Bartsch, to approve Information Technology Committee agenda as presented and to grant permission for IT Committee Chair to deviate from agenda as needed. Motion carried.

No Public Comments

Committee Member reports – J. Bobholz has some questions. One was the highway changes made recently to a position in the department and was that due to things being handled manually versus Kronos for job costing or were there other factors. Jim Mielke did respond that this change was due to many adjustments to the position. Some additional responsibilities were added to this position, taking them off of the Office Manager's job description. The second question was what is the status of the 171 rule. J. Bobholz asked after the discovery in 2013 how was the employees handled to make them right and how is this managed now? Jim Mielke recommended to ask Sarah Eske, HR Director, what the status is. Otto will return to the committee with the response.

Motion by Bartsch, seconded by J. Bobholz to approve minutes from September 14, 2016 of the Information Technology Committee meeting. Motion carried

Motion by M. Bobholz, seconded by Bartsch to approve minutes from Special Meeting on October 4, 2016 of the Information Technology Committee meeting. Motion carried.

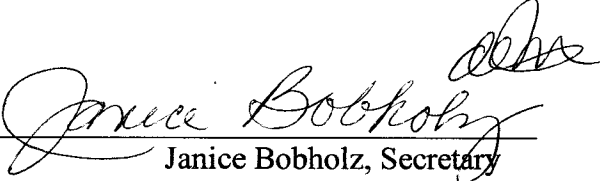
Discussion was had on the proposed resolution to approve unbudgeted funds to purchase additional CareConnect features for the NetSmart system for Human Services and Health. J. Bobholz expressed concern that we still seem to miss things like this when going through the process of determining software needs. Otto did explain that awareness was not there of the need to have a product to handle labs both out and return and some of the other features were for Public Health which were not identified when going through the original review and decision process with Human Services and Health. A motion was made by M. Bobholz, seconded by J. Bobholz to approve the resolution. Motion carried.


Under the IT Director's report the following were summarized and reviewed:

- ERP status – While still working within the discovery phase of the project, the as-is diagrams are almost complete and approved and GFOA proposed the to-be processes for much of the financial process. This will be presented to the represented areas of the County to provide them an update on the process.
- NetSmart – While discussing the resolution the update was provided as far as progress. The team is in testing now – testing of the billing and the State Report (PPS). At this time the go live is set for early spring 2017.
- Secured Electronics – The project is moving forward. A visit was made to Ripon to see how the system that is being installed has been set up. The next steps are to begin installing in POD H. It seems to be going faster than expected. The expectation is the other pods will go much quicker since this is considered one of the more complex pods. J. Bobholz did share it is complex due to holding both male and female inmates and the setup of the units within the POD.

Suggested next committee meeting date: Wednesday, November 9th at 6:00 PM in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak St. Juneau, Wisconsin.

Meeting adjourned by Supervisor Duchac at 7:50PM.


Janice Bobholz, Secretary


Date